

# MOUNTAIN LAKES DISTRICT

Haverhill, NH



Annual Meeting  
March 27, 2021



*In Memory of*

## **Anthony “Tony” and Antonetta “Toni” Salvucci**



***Tony Salvucci passed away January 5, 2020.***

***His beloved wife of 59 years, Toni, passed away shortly after on March 4, 2020.  
In Mountain Lakes, they called their home “NONNI’S WORLD”, a place as special and  
memorable as they will always be to those whose lives they touched.***

“His favorite place to be was at his home in NH,” said daughter Karen Salvucci. “He bought this second home so that everyone would visit and often. All summer long, his children and grandchildren would vacation with them.”

She said her dad turned their MLD home into a mystical place, especially for the younger members of the family.

“We started to call it NONNI’s WORLD. We even put a plaque up on the house,” she said. “It was a place all the grandkids grew up vacationing at. They thought of it in awe, as if it had cotton candy clouds and lollipop trees ... Nonni spent time building with Legos or using scraps of wood to build toy boats with his grandchildren. To this day, being in NH is the most sought-after vacation in the family.”

Tony had a very distinguished career working as a civilian for the Air Force at Hanscom Air Force Base and Toni retired from her own distinguished career in nursing. She alternated between MA and NH while Tony came to NH as often as he could. He served on the MLD Water Committee for many years and put his skills and knowledge to work for the Mountain Lakes community.

A few years back, Ed Rajsteter was the Committee chair and Tony was vice chair. He said Tony would call in for meetings if he couldn’t make it; and if he came, “he would be wearing a cowboy hat!” When it came time to make serious decisions, Ed appreciated Tony’s intelligence and expertise. “He had the ability to ask the right questions and he was very preceptive about our needs.”

Don Drew remembers Tony’s love of family and for Mountain Lakes. “He spoke very highly of his family and doing projects or experiments with his grandkids. I know he loved being up here in Mountain Lakes, he said it on more than one occasion. A lot of people make a good splash here in Mountain Lakes and Tony was no exception.”

***Our condolences go out to the Salvucci family for their loss of these wonderful people  
along with our heartfelt gratitude for sharing them with our community.***



*The greatest legacy one can pass on to one’s children and grandchildren is not money or other material things accumulated in one’s life, but rather a legacy of character and faith.*

*– Billy Graham*

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# MOUNTAIN LAKES

## ANNUAL REPORT

for the year

2020



*A Four-Season Recreational Community since 1965*

*A Village District of the Town of Haverhill, NH since 1976*

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# Mountain Lakes District Officers & Staff

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<b>Moderator</b>	Christopher Demers
<b>Assistant Moderator</b>	Robert Roudebush
<b>Commissioners</b>	Robert Long, Chairman Michael Roberts Mark Johanson
<b>District Clerk</b>	Karen Rajsteter
<b>Treasurer</b>	Laraine King
<b>Assistant Treasurers</b>	Darlene Simboli Robert Roudebush
<b>Maintenance &amp; Water Supervisor</b>	Donald Drew
<b>District Administrator</b>	Kristi Garofalo
<b>Zoning Officer</b>	Michael “Finn” Finnegan

2020 Annual Meeting





## MOUNTAIN LAKES DISTRICT OFFICE

75 White Mountain Road

Phone: 603-787-6180

Fax: 603-787-2154

District email: MLDAdmin@mountainlakesnh.com

Office Hours: Monday thru Thursday 10:00 am to 3:00 pm

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## MOUNTAIN LAKES DISTRICT 2020 BOARDS AND COMMITTEES

*Many thanks to those who have donated time and talent for the good of our community!*

### Planning Board

Michael Roberts, Ex-Officio Commissioner  
Mike Bonanno, Chair  
Don Dubrule, Vice Chair  
Polly Bonanno  
John Hakola

### **Alternates:**

David Martella  
Thomas Eighmy  
Walter Hunt

### Zoning Board of Adjustment

Karen Rajsteter, Chair  
Marcia Selent  
Beverly Colson  
Cheryl Hakola  
Laraine King

### **Alternates:**

Joe McQueeney  
Roger Warren  
David Selent  
Ed Rajsteter  
Patricia Brady



A big THANK YOU to those who contributed the wonderful photos found throughout the MLD annual report, including Patricia Brady, Gail Girard, Susan Hearn, Charlotte Holt, Barbara Keating, Laura Sjolander, Dennis Carlson, Lorna Paone and our unofficial official District Photographer, Joe McQueeney.

### Budget Committee

Laraine King, Chair  
Chris Roberts  
Robert Roudebuhah  
Brian Loutrel  
Don Drew  
Kristi Garofalo

### Recreation Committee

Bob Long, Ex-Officio Commissioner  
Linda Johanson, Chair  
Dottie Long  
Karen Cox  
Ana Aguilar  
Karen Rajsteter  
Barbara Keating  
Marcia Selent  
Cindy Berenson

### Water Committee

Mark Johanson, Ex-Officio Commissioner  
Ken King, Chair  
Patricia Brady, Chair  
Ed Rajsteter, Vice Chair  
Robert Roudebush  
Don Drew

### Joint Loss Management Committee

Mike Roberts, Ex-Officio Commissioner/Chair  
Linda Johanson  
Don Drew  
Kristi Garofalo  
Katie Bentley



## MOUNTAIN LAKES DISTRICT 2021 Meeting Schedule



*All meetings are public and all are welcome – and encouraged – to attend!*

### **Commissioners Meetings**

2nd Monday of every month at 6:00 pm except  
July and August meeting is held on the 2nd Saturday at 9:30 a.m.

### **Planning Board Meetings**

3rd Thursday of every month  
Time: 6:30 p.m.

### **Water Committee Meetings**

1st Thursday of every month  
Time: 8:00 a.m.

### **Recreation Committee Meetings**

Meetings: As Posted  
Place and Time: As Posted

### **Budget Committee, Zoning Board of Adjustment and Joint Loss Management (Safety) Committee**

Meetings: As Needed  
Place and Time: As Posted

#### **PLEASE NOTE:**

*Dates, places and times of all meetings are subject to change. Please check the notices posted at the District Office or on our website: [www.mountainlakesnh.com](http://www.mountainlakesnh.com) for the most current meeting information.*

## WATER CONSERVATION TIPS

- ◆ Turn off the faucet while shaving or brushing your teeth.
- ◆ Take a shower rather than a bath.
- ◆ Wait until the washer or dishwasher is full before running it to get the most out of each load.
- ◆ Check your toilets for leaks regularly to ensure you're not wasting water. A leaky toilet can waste 200 gallons every day!
- ◆ Water outdoor plants with a watering can rather than a hose.
- ◆ Speaking of hoses, use a bucket to wash vehicles, bikes, water craft, etc. and save the hose for rinsing, and ...
- ◆ ... use a broom instead of a hose to clean decks, walkways and steps.
- ◆ For landscaping, use hardy plants that don't need a lot of water.
- ◆ It's easier to notice leaky faucets indoors, but don't forget to check outside pipes, faucets and hoses for leaks, too.

**IF YOU HAVE A WATER  
EMERGENCY, CALL  
603-615-6829!**

## MOUNTAIN LAKES WATER THINGS TO KNOW

- Please report moisture/ice on windows in unoccupied houses, unusual puddles or running water along the roads, or discolored water or low pressure in your home. You can report these symptoms to the District Office 603-787-6180 or call the **Water Emergency number at 603-615-6829 after hours**.
- For seasonal water shutoffs, please contact Don Drew (Water/Maintenance Manager) at the District Office to make arrangements.
- Please consider installing a freeze alarm to protect your home in case of power failures. If you're looking for info on alarm(s) to use, please contact the District Office.
- Please give the District Office your up-to-date emergency contact information so we can reach you if there is an issue with your home.
- If a water break was repaired in your area, you may have discolored water when the system recharges. It's okay to let your water run until it's clear.

A running bathroom faucet = 2 gallons per minute!

The average American household wastes nearly 10,000 gallons each year from easy-to-fix water leaks! Fix A Leak Week is March 15 to 21, 2021 – but you can find and fix leaks inside and outside your home all year long!

# Mountain Lakes Water Department - 2020

## To Fix a Water Break ...



Once the general area is located, do some digging ...



... then secure a 16-inch long metal clamp tightly around the break to stop the leak!



... and find the break in the water main...



New Home Water Connection Summer 2020



**DID YOU KNOW?**  
Mountain Lakes has 327 homes on our water system and more new homes are coming!

## Water Chambers Riser Repair – Fall 2020

**DID YOU KNOW?**  
The MLD water system is gravity-fed; the water chambers are on Wildcat Drive for elevation!





## Mountain Lakes District Commissioners 2020 Report



*On behalf of the Mountain Lakes District Commissioners, the following is a summary of the 2020 District projects and notable events:*

### ***Mountain Lakes District Water Department:***

The Water Committee consists of 7 members with Patricia Brady as the Chairwoman. In 2019 we entered into an agreement with an external contractor, Hood's Plumbing and Heating, to oversee the day-to-day monitoring of our system and provide emergency response to high water use. The results have been positive. We have had several meetings with the contractor to review and evaluate, all agreed it is working well. For 2020 we presented requests for proposals for On-Call Emergency Repairs. Our goal was to have an external contractor provide 24-hour 365 days a year emergency water system repair services to the District. We received several responses and Hood's Plumbing and Heating was awarded the contract. Hood's team has done a great job of managing our system and responding to emergency calls. With these contracts in place, it allows our Water Department manager, Don Drew, more time to oversee the operations of the entire system and spend time on other important projects like water sourcing.

### ***Bear Road Project:***

We replaced 300 feet of water line on Bear Road. This has been an area of concern for a number of years. The contractor informed us he identified six previously repaired spots while doing the project. That many repairs within this distance are a direct result of the initial water line being improperly installed. This is a project Don and the Water Committee had been anxious to complete and will assist in minimizing future problems in this area.

### ***Water Sourcing Project:***

Don and the Water Committee continue to look for viable sources with a consistent goal of reducing our dependence on obtaining water from external sources. The COVID 19 Pandemic has curtailed some of the work we had hoped to accomplish in 2020. We are continuing to work with Nobis Engineering and signed an agreement with them to provide the required services for us to move forward.

### ***Water Committee:***

Ken King resigned as Chairman of the Committee, a position he has held for over 5 years. His involvement has assisted the Committee to achieve many goals throughout his tenure and we are appreciative of his commitment and leadership. Thank you, Ken. Ken will continue to be a member of the Committee and provide his valuable insights. Patricia Brady has been elected by the Committee as the new Chairwoman. Ed Rajsteter has been elected as Vice Chairman. Patricia and Ed's experience and commitment will assist in moving the Committee towards consistent improvements to our water system.

**Drought Conditions:**

Our region experienced varying degrees of drought conditions throughout the summer and into the fall ranging from abnormally dry to extreme drought. This information has been shared with the Community regularly and the response has been exceptional as reflected by our water use data. Thank you all who have adopted a strategy to conserve water during these times. It makes a difference for all of us.

**Dams:**

Spillway from Upper Lake to Lower Lake on the causeway:

Due to corrosion of the grate system that sits on the top of the Upper Lake outlet/spillway, we had to remove, repair and reinstall. The spillway outlet is now working properly and maintaining the Upper Lake at the original design level.

**MLD Planning Board:**

The Planning Board consists of 5 regular members and 3 alternates with Mike Bonanno as the Chairman. They are required to review all zoning permit applications and work with the applicants to assist with a smooth building process. They are also responsible to review and respond to ordinance violations. It has been a busy year. They have reviewed and processed the paperwork for two new homes, two garages, two porches, and multiple other incidental requests. With the recent lots sold and the overall interest in the area, they are anticipating receiving multiple building permits in the near future.

**MLD Recreation Committee:**

The Recreation Committee consists of 9 members with Linda Johanson as the Chairwoman. Due to the Covid-19 pandemic most of the recreational activities were cancelled. The beach areas were open with limited staff. We had Katie Beckley and Beth Lalmond working the beach areas and, given the circumstances, they did a great job. We did not have any lifeguards on duty, the Snack Bar, District office and pool area were closed for the season. The playscape on the beach was unavailable for use during the season. The basketball court was closed for a portion of the season and the tennis courts were open with limited access. The good news is we did have three fun events this year. Winterfest, in conjunction with the Haverhill Recreation team, was held in February prior to all the restrictions. It was cold and there was snow on the ground allowing the signature cardboard box race to go on. We had the season finale fireworks display in September and the Trunk or Treat annual event with one of Haverhill's finest, Officer Jared Mitchell, showing up with his police car and a lot of candy. We thank him for participating as he was a big hit with the kids. Both events were well attended and people were mindful of the pandemic and acted responsibly. As we are coming into 2021, we are all hopeful we can put 2020 behind us and get back to a more normal season.

**MLD Budget Committee:**

The Budget Committee consists of 7 members with Laraine King as the Chairwoman. They typically meet six times during the last quarter of the year. They review the current year's financials and, based on year-to-date data, they establish recommendations to be presented to the Commissioners. The Budget Committee has done an outstanding job over the years in looking at the needs versus the wants of the Community. They possess a sound understanding of the Community

and always take a balanced approach towards the decisions they make and the potential impact it has on the tax base.

***Final Thoughts:***

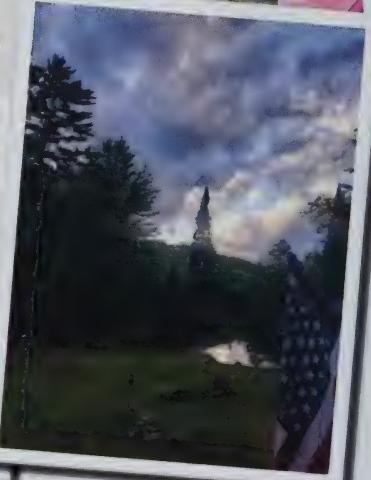
2020 has certainly presented challenges with the COVID-19 pandemic. Due to our dedicated full-time employees, Kristi Garofalo and Don Drew, our summer help, Katie Beckley and Beth Lalmond, our Boards, Committees, volunteers and external assistance, we have been able to maintain a degree of normalcy and worked through the challenges as presented. Thank you all who have contributed to the success of the Mountain Lakes District in this year that will be remembered for many years to come. We welcome newcomers to our Boards and Committees. New thoughts and ideas help us positively move forward. If you are interested in becoming part of the team, please contact the District office.

Respectfully Submitted,  
Bob Long, Chairman  
Mountain Lakes District Board of Commissioners



Commissioners Bob Long, Mark Johanson and Mike Roberts  
2020 Annual Meeting

If you're lucky enough to be in Mountain Lakes,  
you're lucky enough 😊





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*NOTE: The abbreviation "CRF" used below stands for "Capital Reserve Fund"*

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**Article 01 Approve Optional Annual Meeting Procedures**

Are you in favor of approving the District's optional annual meeting procedures according to House Bill 1129 as adopted by the NH Legislature and signed by the Governor, due to the COVID-19 pandemic?

(Majority vote required)

IF this article is not approved, all other votes shall be deemed to have failed and the Commissioners will have the option of calling a special meeting before September 1 to adopt an operating budget, or opt to deem that the meeting has adopted the 2020 operating budget again, without any separate warrant articles.

**Article 02 Appropriate Funds for General Operations**

To see if the District will vote to raise and appropriate the sum of Two Hundred Twenty Nine Thousand Seventy Seven Dollars (\$229,077) for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately. The Commissioners recommend this article. (Majority vote required)

**Article 03 Appropriate Funds for Water Department Operations**

To see if the District will vote to raise and appropriate the sum of One Hundred Eighty Nine Thousand Six Hundred Fifty Eight Dollars (\$189,658) for the operation of the Mountain Lakes Water Department, with said funds to come from Water Department User Fees. The Commissioners recommend this article. (Majority vote required)

**Article 04 Appropriate Funds to Water Capital Improvement CRF**

To see if the District will vote to raise and appropriate the sum of Four Thousand Four Hundred Fifty Seven Dollars (\$4,457) to be added to the Mountain Lakes Water Department Capital Improvement and Maintenance Capital Reserve Fund (established in 1992, revised in 2003 and 2018). This sum to be funded from Water Department User Fees. The Commissioners recommend this article. (Majority vote required)



**Article 05 Appropriate Funds to Water Emergency CRF**

To see if the District will vote to raise and appropriate the sum of Nine Thousand Dollars (\$9,000) to be added to the Water Emergency Capital Reserve Fund (established in 1993, revised 1995 and 2015). This sum to be funded from Water Department User Fees. The Commissioners recommend this article. (Majority vote required)

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**Article 06 Appropriate to General Operations Legal Expenses CRF**

To see if the District will vote to raise and appropriate the sum of Three Thousand Dollars (\$3,000) to be added to the Mountain Lakes General Operations Legal Expenses Capital Reserve Fund (established in 2014). This sum to come from General Operations Unassigned Fund Balance. No amount to be raised from taxation. The Commissioners recommend this article. (Majority vote required)

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**Article 07 Appropriate to Planning Board Legal Expenses CRF**

To see if the District will vote to raise and appropriate the sum of One Thousand Five Hundred Dollars (\$1,500) to be added to the Mountain Lakes Planning Board Legal Expenses Capital Reserve Fund (established in 2014). This sum to come from General Operations Unassigned Fund Balance. No amount to be raised from taxation. The Commissioners recommend this article. (Majority vote required)

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**Article 08 Appropriate to Planning Documents Updates CRF**

To see if the District will vote to raise and appropriate the sum of One Thousand Dollars (\$1,000) to be added to the Mountain Lakes Planning Documents Updates Capital Reserve Fund (established in 2016, revised in 2018). This sum to come from General Operations Unassigned Fund Balance. No amount to be raised from taxation. The Commissioners recommend this article. (Majority vote required)

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**Article 09 Appropriate to Future Dam Projects CRF**

To see if the District will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be added to the Mountain Lakes Future Dam Projects Capital Reserve Fund (established in 2016). This sum to come from General Operations Unassigned Fund Balance. No amount to be raised from taxation. The Commissioners recommend this article. (Majority vote required)



**Article 10 Appropriate to Office Software & Equipment CRF**

To see if the District will vote to raise and appropriate the sum of Two Thousand Dollars (\$2,000) to be added to the Mountain Lakes Office Software and Equipment Capital Reserve Fund (established in 2018, amended in 2020 Warrant). This sum to come from General Operations Unassigned Fund Balance. No amount to be raised from taxation. The Commissioners recommend this article. (Majority vote required)

**Article 11 Appropriate to District Infrastructure CRF**

To see if the District will vote to raise and appropriate the sum of Thirty Five Thousand Dollars (\$35,000) to be added to the Mountain Lakes District Infrastructure Capital Reserve Fund (established in 2020). The Commissioners recommend this article. (Majority vote required)

**Article 12 Establish and Fund Unfunded Payroll Obligations CRF**

To see if the District will vote to establish a Unfunded Payroll Obligations Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of paying unfunded paid time off and other payroll obligations; and to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be placed in this fund with this sum to come from General Operations Unassigned Fund Balance (no amount to be raised from taxation). And further, to name the District Commissioners as agents to expend from said fund. The Commissioners recommend this article. (Majority vote required)

**Article 13 Proposed Zoning Ordinance Amendment #1**

To see if the District will vote to adopt Amendment No. 1 as proposed by the Planning Board for the Mountain Lakes District Zoning Ordinance.

*Amendment No. 1 would revise Section 902 Terms & Use Definitions by adding a Definition for "Pools" and by including "Pools designed to contain water over 24 inches deep" to the Definition of "Structure"; and would add requirements for pools to Section 307 Accessory Uses to address safety, setbacks, screening, and water quality protection.*

(Majority vote required)



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**Article 14 Proposed Zoning Ordinance Amendment #2**

To see if the District will vote to adopt Amendment No. 2 as proposed by the Planning Board for the Mountain Lakes District Zoning Ordinance.

*Amendment No. 2 would add the following new provision to Section 1001 Zoning Permit: Seasonal structures, including, but not limited to, pools and docks, require a new zoning permit if removed for twelve months or longer, or if enlarged, relocated, or replaced with another structure which varies from the originally permitted structure in size, shape, material, or method of attachment.*

(Majority vote required)

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**Article 15 Proposed Zoning Ordinance Amendment #3**

To see if the District will vote to adopt Amendment No. 3 as proposed by the Planning Board for the Mountain Lakes District Zoning Ordinance.

*Amendment No. 3 would add the following new provision to Section 1001 Zoning Permit: A zoning permit for an accessory structure shall not be granted prior to completion of the principal building on the lot.*

(Majority vote required)

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**Article 16 Proposed Zoning Ordinance Amendment #4**

To see if the District will vote to adopt Amendment No. 4 as proposed by the Board of Commissioners for the Mountain Lakes District Zoning Ordinance.

*Amendment No. 4 would add language to Section 1003 Enforcement and Penalty on investigatory and enforcement action if the Board of Commissioners duly appointed representative is not available; would amend the notice of violation procedure; and add language pertaining to the District's right to pursue any and all available remedies under NH RSA Chapter 676 and otherwise under New Hampshire law.*

The Mountain Lakes District Planning Board voted to recommend approval of this zoning amendment. (Majority vote required)

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**Article 17 Explore Revitalization Possibilities for Lodge/Monteau Area**

To see if the District will vote in favor of the District Commissioners exploring possibilities for the revitalization and use of the District Lodge and the former Monteau Ski Area.



**Article 18 Petitioned WA - ATV Travel on District Roads**

To see if the District will petition the Town of Haverhill to allow the use of OHV's (ATV's, side by sides) on all roads within the District boundaries. The petition should include that the District, if granted, understands all State of NH ATV rules and regulations will be implemented and followed.

**Article 19 Elect District Officers**

To elect the following District officers: 1) A Commissioner for a term of three (3) years. 2) A District Clerk for a term of one (1) year. 3) A Treasurer for a term of one (1) year.

**Article 20 Any Other Legal Business**

To transact any other business that may be legally brought before the District Meeting.

**Given under our hands, MARCH 27, 2021**

We certify and attest that on or before February 22, 2021, a true and attested copy of the within Warrant was posted at the place of meeting, and like copies at the Mountain Lakes District Office and local post offices, and that the original was delivered to the District Clerk to be kept on file at the Mountain Lakes District Office.

**Robert F. Long, Commissioner Chair**

**Michael A. Roberts, Commissioner**

**Mark Johanson, Commissioner**

## 2020/2021 BUDGET & ASSESSMENT OVERVIEW\*

\*Does not include Water Fund

	<u>2020 BUDGET</u>	<b>2021 PROPOSED BUDGET</b>
GEN OP ASSESSMENT NEEDED	180,110	<b>182,277</b>
RECREATION ASSESSMENT NEEDED	36,275	<b>36,400</b>
LODGE ASSESSMENT NEEDED	<u>10,075</u>	<b>10,400</b>
<b>Regular Budget Total</b>	226,460	<b>229,077</b>
PLUS WARRANTS FROM ASSESSMENT	<u>10,000</u>	<b>17,500</b>
<b>Total Revenue Needed</b>	236,460	<b>246,577</b>
Less Projected District Income	10,333	<b>10,359</b>
<b>Total Assessment Needed</b>	226,127	<b>236,218</b>
		<b>2021 PROJECTED ASSESSMENT</b>

### COMPARISON DATA:

2020 PROJECTED ASSESSMENT	226,127
2020 ACTUAL ASSESSMENT	226,312
2019 PROJECTED ASSESSMENT	229,500
2019 ACTUAL ASSESSMENT	229,619
2018 PROJECTED ASSESSMENT	224,485
2018 ACTUAL ASSESSMENT	226,089
2017 PROJECTED ASSESSMENT	222,930
2017 ACTUAL ASSESSMENT	223,072
2016 PROJECTED ASSESSMENT (CORRECTED)	226,554
2016 ACTUAL ASSESSMENT	226,829

**Mountain Lakes District - GENERAL OPERATIONS  
PROPOSED BUDGET FOR 2021**

With 2020 Balances as of December 31, 2020

(NOTE: Fiscal Year Runs Jan. 1 to Dec. 31)

	<b>2020 Actual</b>	<b>2020 Budget</b>	<b>2021 Requested Budget</b>
<b>Revenues</b>			
4002-1 - BUILDING PERMITS	1,805.00	500.00	500.00
4003-1 - BATH RECREATION FEES	500.00	1,000.00	1,000.00
4005-1 - INTEREST REVENUE	264.19	50.00	100.00
4006-3 - LODGE RENTAL INCOME	650.00	2,500.00	2,500.00
4012-2 - BOAT RENTALS REVENUE	0.00	1,000.00	1,000.00
4015-1 - MISC. REVENUE-GEN OP	60.00	100.00	100.00
4016-2 - SNACK REVENUE	5.00	2,000.00	2,000.00
4018-1 - BATH WATER SVC FEES	3,183.00	3,183.00	3,159.00
4020-1 - TAXES RECD-HAVERHILL	226,312.00	229,500.00	\$236,218.00
<b>Total Revenues</b>	<b>232,779.19</b>	<b>239,833.00</b>	<b>\$246,577.00</b>

<b>Expenditures</b>			
5002-1 - COMMISSIONER	9,000.00	9,000.00	9,000.00
5004-1 - TREASURER	750.00	750.00	750.00
5006-1 - CLERK	125.00	125.00	125.00
5008-1 - MODERATOR	125.00	125.00	125.00
5009-1 - ZONING OFFICER	2,360.75	3,500.00	3,500.00
5010-1 - DISTRICT ADMIN	23,644.25	23,845.00	25,034.00
5012-1 - MAINTENANCE MGR	33,085.15	32,591.00	32,665.00
5013-1 - MAINTENANCE ASSISTANT	1,950.00	3,000.00	3,000.00
5014-1 - PROF. SERVICES - CPA	0.00	1.00	1.00
5016-2 - REC. PROGRAM DIRECTOR	4,280.13	5,500.00	5,500.00
5018-2 - LIFEGUARDS	2,700.00	13,500.00	13,500.00
5019-2 - SNACK BAR	0.00	1,000.00	1,000.00
5020-2 - SNACK ATTENDANTS	0.00	4,000.00	4,000.00
5022-2 - LODGE ATTENDANT	1,107.50	1,100.00	1,200.00
5026-1 - FICA EXPENSE-GEN OP	4,716.68	4,800.00	4,900.00

			2020	2020	2021
			Actual	Budget	Requested Budget
5026-2 - FICA EXPENSE-REC			489.72	1,900.00	1,900.00
5028-1 - UNEMP INSURANCE			500.00	500.00	500.00
5030-1 - WORKERS COMP			1,955.69	2,153.00	1,755.00
5035-1 - WGSB DAM LOAN			7,560.59	7,600.00	7,400.00
5037-1 - WGBS WATER LOAN			29,662.74	29,665.00	29,000.00
5038-1 - PASS LOWER DAM LOAN			16,210.04	16,400.00	16,400.00
5042-1 - AUDIT EXPENSE			2,986.75	3,500.00	3,500.00
5043-1 - HEALTH INSURANCE			2,469.95	2,740.00	3,120.00
5046-1 - LIABILITY INSURANCE			1,889.50	1,890.00	2,052.00
5048-1 - OFFICE SOFTWARE			1,681.59	1,500.00	1,500.00
5049-1 - OFFICE SUPPLIES			1,756.89	2,500.00	2,000.00
5051-1 - PHONE/INTERNET-GEN OP			3,347.55	3,200.00	3,200.00
5051-2 - PHONE-REC POOL			0.00	250.00	250.00
5051-3 - PHONE/INTERNET-LODGE			1,402.14	1,200.00	1,500.00
5052-1 - ELECTRICITY-GEN OP			3,822.01	3,900.00	3,900.00
5052-2 - ELECTRICITY-REC			232.42	1,200.00	1,200.00
5052-3 - ELECTRICITY-LODGE			841.63	1,200.00	1,200.00
5054-1 - FUEL/PROPANE-GEN OP			1,393.37	2,000.00	2,000.00
5054-2 - FUEL/PROPANE-REC			0.00	500.00	500.00
5054-3 - FUEL OIL-LODGE			2,444.44	4,000.00	4,000.00
5056-1 - PRINTING/AD-GEN OP			636.20	700.00	700.00
5058-1 - WATER CHARGE-GEN OP			575.00	575.00	600.00
5058-2 - WATER CHARGE-REC			575.00	575.00	600.00
5058-3 - WATER CHARGE-LODGE			575.00	575.00	600.00
5060-1 - CONSULT/TRAINNG-GENOP			315.00	2,350.00	2,350.00
5060-2 - CONSULT/TRAINING-REC			0.00	750.00	750.00
5062-1 - FEES/REGISTRRTNS-GENOP			1,458.27	1,800.00	3,300.00
5064-1 - FACILITY OPER-GEN OP			4,314.10	7,000.00	7,000.00
5064-2 - FACILITY OPER-REC			10,338.62	2,000.00	2,000.00
5064-3 - FACILITY OPER-LODGE			1,622.44	1,500.00	1,500.00
5065-1 - SNOWPLOW/MOWING-GENOP			3,280.00	3,400.00	3,400.00
5065-3 - SNOWPLOW/MOWING-LODGE			2,540.00	2,200.00	2,200.00
5066-1 - BEAUTIFICATN/WILDLIFE			1,157.95	2,100.00	2,100.00
5067-1 - FIREWORKS			2,500.00	2,500.00	3,000.00
5068-1 - SPECIAL EVENTS-GENOP			464.48	500.00	500.00
5068-2 - SPECIAL EVENTS-REC			60.45	1,000.00	1,000.00
5072-3 - EQUIP PUR/MAINT-LODGE			1,381.50	1,600.00	1,600.00
5074-1 - MILEAGE			639.49	1,200.00	1,200.00

	<b>2020 Actual</b>	<b>2020 Budget</b>	<b>2021 Requested Budget</b>
5082-2 - BEACH/POOL MAINT.	10,193.14	3,000.00	3,000.00
5096-1 - PLANNING BOARD	449.94	500.00	500.00
Total Expenditures	207,568.06	226,460.00	229,077.00
Plus WARRANT ARTICLES FUNDED BY ASSESSMENT			17,500.00
	equals		\$246,577.00
Less PROJECTED NON-TAX REVENUE			\$10,359.00
ASSESSMENT REVENUE NEEDED			\$236,218.00

**Mountain Lakes District - WATER DEPARTMENT**

**PROPOSED BUDGET for 2021**

With 2020 Balances as of December 31, 2020

(Note: Fiscal Year Runs Jan. 1 to Dec. 31)

	<b>2020 Actual</b>	<b>2020 Budget</b>	<b>2021 Requested Budget</b>
Revenues			
2-4003 - WD HOOKUPS	\$ 4,800.00	\$ 1,200.00	1,200.00
2-4005 - WD INTEREST REVENUE	4,232.23	750.00	750.00
2-4019 - WATER REVENUE-DISTRICT	180,828.75	179,400.00	189,000.00
2-4019B - WATER REVENUE-BATH	11,040.00	11,805.00	12,165.00
Total Revenues	200,900.98	193,155.00	\$203,115.00

Expenditures

2-5010 - WD DISTRICT ADMIN	15,142.40	15,781.00	16,689.00
2-5014 - WD PROF SERVICES-CPA	0.00	1.00	1.00
2-5039 - WD FICA EXPENSE	2,902.52	2,900.00	3,000.00
2-5040 - WD LEGAL EXPENSE	19.76	300.00	300.00
2-5042 - WD AUDIT EXPENSE	2,986.75	3,500.00	3,500.00
2-5046 - WD LIABILITY INSURANC	1,889.50	1,890.00	2,052.00
2-5047 - WD HEALTH INSURANCE	1,646.67	1,825.00	2,080.00
2-5048 - TRANSFER OUT-Cap Res (WD Cap Imp)	5,788.00	5,788.00	4,457.00
2-5049 - TRANSFER OUT-Cap Res (Water Emerg)	7,014.00	7,014.00	9,000.00
2-5050 - WD OFFICE EXPENSE	2,027.98	1,500.00	1,500.00
2-5051 - WD TELEPHONE	943.94	1,200.00	1,200.00
2-5052 - WD ELECTRICITY	10,862.69	12,000.00	12,000.00
2-5054 - WD FUEL/PROPANE	666.69	1,000.00	1,000.00
2-5060 - WD CONSULT/TRAIN	190.00	400.00	400.00
2-5062 - WD FEES/REGISTRATION	6,209.78	2,800.00	6,000.00
2-5064 - WD FACILITY MAINT	8,124.51	7,000.00	7,000.00
2-5074 - WD TRUCK EXPENSES	1,514.69	2,000.00	2,000.00
2-5078 - WD EQUIP PURCH/MAINT	1,094.98	1,500.00	1,500.00
2-5094 - WWL WATER PURCHASES	66,938.50	60,500.00	65,000.00
2-5096 - WD CONTRACT LABOR	40,751.34	38,500.00	38,500.00
2-5097 - WD WATER ASSISTANT	0.00	1,000.00	1,000.00
2-5098 - WD WATER DEPT MANAGER	20,056.78	21,573.00	21,777.00
2-5099 - WD BATH SERVICE FEE	3,183.00	3,183.00	3,159.00
Total Expenses	199,954.48	193,155.00	\$203,115.00

**ADDENDUM A:**

**Revised Procedural Formula to bill Bath (Out of District) Water Service District Charge 03/27/21**

Procedural Formula to bill Bath (out of District) Water Service District Charge		EXAMPLES* *Also see "worksheet 1"	2019	2020	2021
Step 1	Determine the allocation amount of District water expenses using steps A-D below.				
	A Take 50% of the apportioned accounts in the current District Budget (see table 1.1 for accounts)	\$56,268.50	\$18,644	\$18,789	\$19,353.00
	B Add in the 100% accounts from the District Budget (see table 1.1 for accounts)	\$79,412	\$54,580	\$53,665	\$52,800.00
	C Take the current Social Security and Medicare percentage of the apportioned payroll (see table 1.1 for accounts) and the water department payroll:	\$3,309.38	\$0	\$0	\$0
	i (Expense lines 2-5010+2-5097+2-5098) * current social security rate	(5200+1500+26000) .062	\$0	\$0	\$0
	ii (Expense lines 2-5010+2-5097+2-5098) * current Medicare rate	(5200+1500+26000) .0145	\$0	\$0	\$0
	iii i + ii = iii	\$3,309.38	\$0	\$0	\$0
Step 2	D Add A+B+C=District portion of Water Expenses	\$138,989.88	\$73,224	\$72,454	\$72,153.00
	Find the combined valuation for Mountain Lakes and Bath (out of District)				
	A Find the valuation for Mountain Lakes	47,506,100	46,140,603	46,575,766	46,758,687
Step 3	B Find the valuation for Bath (out of District)	2,177,100	2,139,700	2,140,300	2,141,100
	C Total Combined Valuation (A+B)	49,683,200	48,280,303	48,716,066	48,899,787
Step 4	Find the percentages allocated to Haverhill and Bath (out of District). Do this by adding both valuations together and finding the proportion of each.				
	A Haverhill	47,506,100/49,683,200	95.6%	95.6%	95.62%
	B Bath (out of District) rounded to the nearest tenth of a percent	2,177,100/49,683,200	4.43%	4.39%	4.38%
Step 5	Find the dollar amount allocated to Bath. Multiply answers from Step 3B and Step 1D.	102112*4.38% = \$4474.51	\$3,245	\$3,183	\$3,159.253
Step 6	Determine the debt service fees for the Bath (out of District) residents by dividing the answer from Step 4 by the total number of water customers in the Bath section of Mountain Lakes. Round the number to the nearest whole dollar. Add this number to the yearly base rate on the Water Dept Budget for total to charge the Bath residents (out of District customers).	4474/15 = 298	\$216	\$212	\$211
		298 + 600	\$791	\$787	\$811
Step 7	Multiply the number of Bath water customers by the first Step 5 answer. Enter this figure as an expense item for the Water Dept Budget.	15 * 298 = 4470	\$3,245	\$3,183	\$3,159
	Enter the same figure from Step 6 as a revenue item in the District budget.	\$4,470.00	\$3,245	\$3,183	\$3,159

This calculation is dictated in the NH PUC rulings of 2008 & 2009

## Mountain Lakes Proposed Distribution of District Water Costs of "All Water Customers"

	50% Basis Accounts	2021 Gen Op Budget	50% of 2021 Gen Op Budget	NOTES	100% Basis Accounts	100% of 2021 Gen Op Budget
5002-1 - Commissioner	\$ 9,000	\$ 4,500		5035-1 - Dam Loan	\$ 7,400	
5004-1 - Treasurer	\$ 750	\$ 375		5036-1 - FPR Bond	Paid off 2018	
5006-1 - Clerk	\$ 125	\$ 63		5037-1 - WCBSS Water Bond	\$ 29,000	
5008-1 - Moderator	\$ 125	\$ 63		5038-1 - Passumpsic Lower Dam Loan	\$ 16,400	
5010-1 - District Admin	\$ -	\$ -	allocated directly to water budget	*And any other loans in the future used for the Water System	\$ 52,800	
5013-1 - Maintenance Assistant	\$ -	\$ -	allocated directly to water budget			
5028-1 - UE Insurance	\$ 500	\$ 250				
5030-1 - Worker's Comp	\$ 1,755	\$ 878				
5014-1 - Professional Services	\$ -	\$ -	allocated directly to water budget			
5040-1 - Legal Expense	\$ -	\$ -	allocated directly to water budget			
5042-1 - Audit Expense	\$ -	\$ -	allocated directly to water budget			
5048-1 - Office Supplies	\$ -	\$ -	allocated directly to water budget			
5051-1 - Telephone/Internet-Gen.Op	\$ 3,200	\$ 1,600				
5052-1 - Electricity-Gen.Op	\$ 3,900	\$ 1,950				
5054-1 - Fuel/Propane-Gen.Op	\$ 2,000	\$ 1,000				
5056-1 - Printing/Ad-Gen.Op	\$ 700	\$ 350				
5058-1 - Water Charge-Gen.Op	\$ 600	\$ 300				
5060-1 - Consulting/Train-Gen.	\$ 2,350	\$ 1,175				
5062-1 - Fees/Registration-Gen. Op.	\$ 3,300	\$ 1,650				
5064-1 - Facility Oper-Gen.Op	\$ 7,000	\$ 3,500				
5065-1 - Snow Plow/Lawn Mow	\$ 3,400	\$ 1,700				
5070-1 - Shop/Supplies-Gen.Op	\$ -	\$ -				
5072-1 - Equip.Purchase-Gen.Op	\$ -	\$ -				
5076-1 - Building Maint-Gen.Op	\$ -	\$ -				
5078-1 - Equip.Maint-Gen.Op	\$ -	\$ -				
					<b>\$ 19,353</b>	
					<b>\$ 52,800.00</b>	

This calculation is dictated in the NH PUC rulings of 2008 and 2009.

# MOUNTAIN LAKES DISTRICT AND WATER DEPARTMENT

## 2021 PROPOSED WARRANT ARTICLES & FUNDING SOURCES

Article No.	Amount	Purpose / Destination Fund	Funding Source			NOTES
			Taxation & District Income	User Fees	Gen Op Fund Balance	
1	\$0	Non-Monetary - Approve Meeting Procedures				
2	\$229,077	General Operating Fund	\$229,077.00			
3	\$189,658	Water Department Operating Fund		\$189,658.00		
4	\$4,457	WD Capital Improvement CRF		\$4,457.00		
5	\$9,000	WD Water Emergency CRF		\$9,000.00		
6	\$3,000	MLD Gen Op Legal Expenses CRF			\$3,000.00	
7	\$1,500	MLD Planning Bd Legal Expenses CRF			\$1,500.00	
8	\$1,000	MLD Planning Docs Updates CRF			\$1,000.00	
9	\$10,000	MLD Future Dam Projects CRF			\$10,000.00	
10	\$2,000	MLD Office Software & Equipment CRF			\$2,000.00	
11	\$35,000	MLD District Infrastructure CRF	\$17,500.00		\$17,500.00	Proposed Water Source Development Project
12	\$10,000	MLD Unfunded Payroll Obligations CRF			\$10,000.00	Proposed create CRF & deposit \$10,000 each yr. for 3 yrs
13	\$0	Non-Monetary - ZO Amendment #1				Add definitions and requirements for swimming pools
14	\$0	Non-Monetary - ZO Amendment #2				Seasonal structures need new permit if changed or removed 1 yr. or more
15	\$0	Non-Monetary - ZO Amendment #3				No accessory structure permit before primary structure is built
16	\$0	Non-Monetary - ZO Amendment #4				Add language for enforcement & change notice of violation procedure
17	\$0	Non-Monetary - Lodge Area Revitalization				Interest Vote to Explore Revitalization Possibilities for Lodge/Montea Area
18	\$0	Non-Monetary - Petitioned WA				Interest Vote to Allow ATVs on MLD Roads
<b>18</b>	<b>\$494,692</b>	<b>TOTALS</b>	<b>\$246,577.00</b>	<b>\$203,115.00</b>	<b>\$45,000.00</b>	<b>\$0.00</b>

Abbreviation Key: CRF=Capital Reserve Fund WA=Warrant Article GenOp=General Operating Fund WD=Water Department FB=Fund Balance

# Mountain Lakes District Fund Report

As of December 31, 2020

## **BANK ACCOUNTS \***

Account Type	Account Name	Rate	Balance **
Checking	WGSB-Mountain Lakes District - General Op/General Fund	0.10%	\$10,218.29
Investment Acct	NHPDIP - Mountain Lakes District - Gen Op Fund - 0001	1.89%	\$10,472.68
Checking	WGSB-Mountain Lakes Water Department - Water Fund	0.10%	\$10,132.69
Investment Acct	NHPDIP - Mountain Lakes District - Water Fund - 0002	1.89%	\$20,838.48
Checking	WGSB-Mountain Lakes Recreation - Rec Revolving Account	0.10%	\$2,822.72
		TOTAL	\$54,484.86

## **TRUSTEE ACCOUNTS \*\*\***

Account Type	Account Name	Rate	Balance
Capital Reserve Fund	Mountain Lakes Recreational Facilities	2.20%	\$4,732.17
Capital Reserve Fund	Mountain Lakes Facility Maint, Improvement, & Equipment	2.20%	\$11,526.03
Capital Reserve Fund	Mountain Lakes Water Dept. Capital Improvement & Maintenance	2.20%	\$2,923.48
Capital Reserve Fund	Mountain Lakes Water Emergency Fund	2.20%	\$3,412.05
Capital Reserve Fund	Mountain Lakes General Op Legal Expenses	2.20%	\$3,361.84
Capital Reserve Fund	Mountain Lakes Planning Board Legal Expenses	2.20%	\$1,744.15
Capital Reserve Fund	Mountain Lakes Forestry Management Fund	2.20%	\$3,217.53
Capital Reserve Fund	Mountain Lakes Planning Docs Update	2.20%	\$1,738.20
Capital Reserve Fund	Mountain Lakes District Vehicle Purchase, Maint. & Equip	2.20%	\$83.03
Capital Reserve Fund	Mountain Lakes Future Dam Projects	2.20%	\$8,860.51
Capital Reserve Fund	Mountain Lakes Office Software	2.20%	\$6,082.42
Capital Reserve Fund	Mountain Lakes District Infrastructure	2.20%	\$559.07
	NOTE: Rate equals current earnings on accounts - does not include management fees	TOTAL	\$48,240.48

## **LIABILITY ACCOUNTS**

Account Type	Account Name	Rate	Balance
Loan (WGSB)	2007 Dam Improvement Project (maturity 2026)	3.10%	\$36,184.78
Loan (WGSB)	2005 Water Project (maturity 2025)	3.10%	\$125,000.00
Loan (Passumpsic)	2015 Lower Dam Outlet Project (maturity 2035)	2.79%	\$185,641.52
		TOTAL	\$346,826.30

\* The District maintains separate cash accounts for the two main funds: General Fund and Water Dept. Fund. Each of those funds also has a corresponding NHPDIP fund.

\*\* Please note these are cash account balances only. For information on the District's fund balances (also known as "fund surplus"), please see the 2019 Financial Statements and Independent Auditor's Report from Vachon Clukay & Co., PC

\*\*\* Held by Charter Bank and Trust and administered by the Trustees of the Trust Fund. Commissioners are authorized agents to expend.

# COVID-19 Memories from 2020



... and the first ever MLD Zoom Meeting on May 11, 2020!

Moderator Chris Demers called the meeting to order at 10:36 am, then asked veterans to lead the group in the Pledge of Allegiance. Mr. Demers introduced the following people: District Commissioners Robert Long, Mark Johanson, and Mike Roberts; District Clerk Karen Rajsteter; District Administrator Kristi Garofalo; Supervisors of the Checklist Charlene Aldrich, Carol Norcross, and Regis Roy; and District Legal Counsel Bernie Waugh. He then went over the Rules of Procedure for the meeting and began consideration of the warrant.

**Article 01: Appropriate Funds for General Operations**

To see if the District will vote to raise and appropriate the sum of Two Hundred Twenty-Six Thousand Four Hundred Sixty Dollars (\$226,460) for general municipal operations. This article does not include appropriations contained in special or individual articles addressed separately. The Commissioners recommend this article. (Majority vote required)

MOTION BY: Mark Johanson  
ARTICLE 01: PASSED

SECONDED BY: Dorothy Long

**Article 02: Appropriate Funds for Water Dept. Operations**

To see if the District will vote to raise and appropriate the sum of One Hundred Eighty Thousand Three Hundred Fifty-Three Dollars (\$180,353) for the operation of the Mountain Lakes Water Department, with said funds to come from Water Department User Fees. The Commissioners recommend this article. (Majority vote required)

MOTION BY: Mark Johanson  
ARTICLE 02: PASSED

SECONDED BY: Gail Dubrule

NOTES: During discussion, it was noted that Hood's Plumbing, the District's water and excavation contractor, has been doing a fine job for the District and that the water team was responding to a water break during the meeting. Attendees were also encouraged to check out a display put together by Don Drew, Water and Maintenance Project Manager, showing water-related photos, conservation info, and vintage tools found in prior repair excavations.

**Article 03: Appropriate Funds to Water Emergency Capital Reserve Fund**

To see if the District will vote to raise and appropriate the sum of Seven Thousand and Fourteen Dollars (\$7,014) to be added to the Water Emergency Capital Reserve Fund (established in 1993, revised 1995 and 2015). This sum to be funded from Water Department User Fees. The Commissioners recommend this article. (Majority vote required)

MOTION BY: Mark Johanson  
ARTICLE 03: PASSED

SECONDED BY: Robert Roudebush

**Article 04: Appropriate to WD Capital Improvement Capital Reserve Fund**

To see if the District will vote to raise and appropriate the sum of Five Thousand Seven Hundred Eighty-Eight Dollars (\$5,788) to be added to the Mountain Lakes Water Department Capital Improvement and Maintenance Capital Reserve Fund (established in 1992, revised in 2003 and 2018). This sum to be funded from Water

Department User Fees. The Commissioners recommend this article. (Majority vote required)

MOTION BY: Mark Johanson  
ARTICLE 04: PASSED

SECONDED BY: Chris Roberts

**Article 05: Appropriate to Facility Maintenance, Improvement & Equipment Capital Reserve Fund from General Operations Fund Balance**

To see if the District will vote to raise and appropriate the sum of Fifteen Thousand Dollars (\$15,000) to be added to the Mountain Lakes Facility Maintenance, Improvement and Equipment Capital Reserve Fund (established in 1990, revised in 2016). This sum to come from General Operations Unassigned Fund Balance. No amount to be raised from taxation. The Commissioners recommend this article. (Majority vote required)

MOTION BY: Mark Johanson  
ARTICLE 05: PASSED

SECONDED BY: John Hakola

**Article 06: Appropriate to General Operations Legal Expenses Capital Reserve Fund from General Operations Fund Balance**

To see if the District will vote to raise and appropriate the sum of Three Thousand Dollars (\$3,000) to be added to the Mountain Lakes General Operations Legal Expenses Capital Reserve Fund (established in 2014). This sum to come from General Operations Unassigned Fund Balance. No amount to be raised from taxation. The Commissioners recommend this article. (Majority vote required)

MOTION BY: Mark Johanson  
ARTICLE 06: PASSED

SECONDED BY: Linda Johanson

**Article 07: Appropriate to Planning Board Legal Expenses Capital Reserve Fund from General Operations Fund Balance**

To see if the District will vote to raise and appropriate the sum of One Thousand Five Hundred Dollars (\$1,500) to be added to the Mountain Lakes Planning Board Legal Expenses Capital Reserve Fund (established in 2014). This sum to come from General Operations Unassigned Fund Balance. No amount to be raised from taxation. The Commissioners recommend this article. (Majority vote required)

MOTION BY: Mark Johanson  
ARTICLE 07: PASSED

SECONDED BY: Dorothy Long

**Article 08: Appropriate to Planning Documents Updates Capital Reserve Fund from General Operations Fund Balance**

To see if the District will vote to raise and appropriate the sum of One Thousand Dollars (\$1,000) to be added to the Mountain Lakes Planning Documents Updates Capital Reserve Fund (established in 2016, revised in 2018). This sum to come from General Operations Unassigned Fund Balance. No amount to be raised from taxation. The Commissioners recommend this article. (Majority vote required)

## MLD ANNUAL MEETING MINUTES

March 14, 2020

MOTION BY: Mark Johanson  
ARTICLE 08: PASSED

SECONDED BY: Don Dubrule

### Article 09: Appropriate to Future Dam Projects Capital Reserve Fund from General Operations Fund Balance

To see if the District will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be added to the Mountain Lakes Future Dam Projects Capital Reserve Fund (established in 2016). This sum to come from General Operations Unassigned Fund Balance. No amount to be raised from taxation. The Commissioners recommend this article. (Majority vote required)

MOTION BY: Mark Johanson  
ARTICLE 09: PASSED

SECONDED BY: Ed Rajsteter

NOTES: During discussion, Bob Long noted recent projects (the Lower Lake emergency spillway project and the Upper Lake dam outlet inspection) were paid for from this Capital Reserve Fund rather than borrowing. He also noted the underwater dam outlet inspection was reviewed by the NH DES Dam Bureau; their report on the condition of the outlet gives the District ten years or more before it needs to be replaced. He said the plan is to continue annual deposits to this Capital Reserve Fund for that and for other dam projects.

### Article 10: To Establish MLD Infrastructure Capital Reserve Fund, Appropriate Funds, and Name Agents

To see if the District will vote to establish a Mountain Lakes District Infrastructure Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of repairing, updating and improving District infrastructure; and to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be placed in this fund. Further, to name the District Commissioners as agents to expend from said fund. The Commissioners recommend this article. (Majority vote required)

MOTION BY: Mark Johanson  
ARTICLE 10: PASSED

SECONDED BY: Robert Roudebush

### Article 11: Change Purpose of Office Software Capital Reserve Fund and Name Agents

To see if the District will vote to change the purpose of the existing Mountain Lakes Office Software Capital Reserve Fund (established in 2018) to the Mountain Lakes Office Software and Equipment Capital Reserve Fund for the purpose of maintaining and purchasing office software and equipment. Further, to name the District Commissioners as agents to expend from this fund. The Commissioners recommend this article. (2/3 vote required)

MOTION BY: Mark Johanson  
ARTICLE 11: PASSED UNANIMOUSLY (25 to 0)

SECONDED BY: Patricia Brady

### Article 12: Appropriate to Office Software Capital Reserve Fund from General Operations Fund Balance

To see if the District will vote to raise and appropriate the sum of Two Thousand Dollars (\$2,000) to be added to the Mountain Lakes Office Software [and Equipment] Capital Reserve Fund (established in 2018, potentially amended in Article 11 of the 2020 Warrant above). If Article 11 fails, this article shall still be considered. This sum to come

## MLD ANNUAL MEETING MINUTES

March 14, 2020

from General Operations Unassigned Fund Balance. No amount to be raised from taxation. The Commissioners recommend this article. (Majority vote required)

MOTION BY: Mark Johanson

ARTICLE 12: PASSED

SECONDED BY: Dorothy Long

### Article 13: Changes to MLD Water Tariff

To see if the District will vote to adopt the following changes to the Mountain Lakes Water Department Water Tariff:

1) to change paragraph 22 "Terms of Payment" to read: "Payments of the annual general service rate shall be due and payable upon receipt of the annual bill. Payments can be made by cash, check, credit card, debit card, Electronic Funds Transfer (EFT) or Automated Clearing House (ACH) payment. Payments received by the MLD Water Department will be first applied against interest, then to past due invoices, then to current bills due."

2) to change paragraph 23 "Interest" to read: "One percent (1%) interest will be charged per month on all accounts unpaid after thirty (30) days from the date of the invoice."

(Majority vote required)

MOTION BY: Mark Johanson

ARTICLE 13: PASSED

SECONDED BY: Chris Roberts

NOTES: In the discussion, Mark Johanson noted the debit/credit card acceptance program has not been finalized yet, but plans are to have it in place for later installment payments. He also noted that finance charges will now be added to past due accounts each month, rather than the annual finance charge. Bob Long addressed a question about meters in each home; he said ten test meters have been installed and data is being gathered from them. He said they continue to explore individual home meters, but to date research shows it would be prohibitively expensive. Mike Roberts answered a question about filling swimming pools, noting that the Planning Board is working on that issue and plans to have a zoning ordinance change for consideration at the 2021 Annual Meeting which would require pools be filled from a private water supplier at the owner's expense rather than from the MLD water system.

### Article 14: Authority to Accept Personal Property Gifts

To see if the District will vote to authorize the District Commissioners to accept gifts of personal property, other than cash, to the District for any public purposes. This authorization, in accordance with RSA 31:95-e, shall remain in effect until rescinded by a vote of the village district meeting. (Majority vote required)

MOTION BY: Mark Johanson

ARTICLE 14: PASSED

SECONDED BY: Karen Cox

### Article 15: Authority to Issue Tax Anticipation Notes

Shall the District accept the provision of RSA 33:7 providing that any village district at an annual meeting may adopt

## **MLD ANNUAL MEETING MINUTES**

March 14, 2020

an article authorizing indefinitely, until specific rescission of such authority, the District Commissioners to issue tax anticipation notes? (Majority vote required)

MOTION BY: Mark Johanson

SECONDED BY: Robert Roudebush

## ARTICLE 15: PASSED

## **Article 16: Authority to Set and Establish Fees**

To see if the District will vote to authorize the District Commissioners to establish and amend fees, pursuant to RSA 41:9-a and RSA 52:3-a, I, such fees to be established or amended only after a public hearing with notice posted and published seven (7) days before the hearing. (Majority vote required)

MOTION BY: Mark Johanson

SECONDED BY: Chris Fenn

## ARTICLE 16: PASSED

## **Article 17: Elect District Officers**

To elect the following District officers: 1) A Commissioner for a term of three (3) years. 2) A District Clerk for a term of one (1) year. 3) A Treasurer for a term of one (1) year. 4) A District Moderator for a term of two years.

COMMISSIONER NOMINEE: Mike Roberts

NOMINATED BY: Robert Roudebush

SECONDED BY: Patricia Brady

NOTES: As there were no other nominations, the Moderator closed the nominations and requested the Clerk to cast 1 ballot for Mike Roberts for District Commissioner for the term of (3) years.

DISTRICT CLERK NOMINEE: Karen Rajsteter

NOMINATED BY: Dorothy Long

SECONDED BY: Ed Raisteter

NOTES: As there were no other nominations, the Moderator closed the nominations and requested the Clerk to cast 1 ballot for Karen Raisteter for District Clerk for the term of (1) year.

TREASURER NOMINEE: Laraine King

NOMINATED BY: Robert Roudebush

SECONDED BY: Chris Roberts

NOTES: As there were no other nominations, the Moderator closed the nominations and requested the Clerk to cast 1 ballot for Laraine King for District Treasurer for the term of (1) year.

DISTRICT MODERATOR NOMINEE: Chris Demers

NOMINATED BY: Patricia Brady

SECONDED BY: Robert Roudebush

NOTES: As there were no other nominations, the Moderator closed the nominations and requested the Clerk to cast 1 ballot for Chris Demers for District Moderator for the term of (2) years.

## **Article 18: Any Other Legal Business**

To transact any other business that may legally be brought before the District Meeting.

**MLD PERSON OF THE YEAR:** Mike Roberts presented a plaque to Don Dubrule in appreciation for his years of

work on the Planning Board, noting he has served as Board chair as needed, and that his research and efforts helped direct the Board through the work of the latest Master Plan revision and the recent zoning ordinance update.

**VLAP REPORT:** Mark Johanson reported the 2019 Voluntary Lake Assessment Program (VLAP) testing shows the Lakes are pretty healthy, but he said there are things they will keep an eye on. He said the 2019 VLAP did show an elevated E Coli – in an area by the dock, not the beach – but retesting showed acceptable levels. He said the plan is to have regular testing for E Coli in the 2020 season. He said the large geese population last year probably accounted for the problem and asked everyone for help in identifying geese nesting areas this spring so measures could be taken as licensed by the state. He said the 2020 VLAP testing date is set for July 6.

**CELL TOWER:** Haverhill Town Manager Brigitte Codling was present with her husband, Mark, and answered a question about the recently built cell tower in Bath, noting it is an AT & T tower and will be used for emergency communications and AT & T customers, with the possibility of other providers joining at a later time.

**LAKE WEEDS:** Mike Roberts said the 2020 budget includes funds for releasing largemouth bass into both Lakes as part of a “keystone predator” program to reduce the growth of lake weeds, particularly in the Upper Lake.

There being no further business to transact, Patricia Brady moved to adjourn and Robert Roudebush seconded. The Moderator adjourned the meeting at 11:53 AM.

*There were 25 registered voters and just under 40 people total in attendance.*

Respectfully submitted,  
Karen Rajsteter, District Clerk

# **Mountain Lakes Water Committee**

## **Purpose and Function**

### **What is the function of the Water Committee (WC)?**

The Water Committee was formed as an advisory committee to the District Commissioners on matters related to the safety, supply, and distribution of the District's water resources.

### **Who serves on the WC?**

One ex-officio commissioner, and 4 to 6 other community members as appointed by the Commissioners for staggered three-year terms.

### **What does the WC do?**

- Provides ongoing review and analysis of the current Water System.
- Reviews maintenance of dams, spillways, chambers and distribution system, as well as water quality assessment programs.
- Oversees investigation and evaluation of new water sources.
- Makes recommendations to the Commissioners for Improving and upgrading the Water System.

### **How does the WC function relate to the Mountain Lakes District Master Plan?**

The 2017 Mountain Lakes Master Plan states that "The primary focus of the Water Committee is to supply all residents of Mountain Lakes with a safe and affordable water supply. A second focus area is to "assure the viability of the two Lakes for recreational use and possibly in the future as a water source." The goals of the Master Plan adopted on August 14, 2017, include: "Pursue additional/expanded sources of water."

### **How does the WC support the function of the Water District/Department?**

- The Water Committee developed the *MLD Water System Conservation Plan* that was approved and adopted by the MLD Commissioners on February 14, 2011. The Plan provides guidance on both day-to-day operations and project planning.
- The WC reviews and comments on major projects to upgrade the Water System infrastructure and expand water sources, including the review of contracts with vendors, regulatory compliance, information sessions with relevant experts, and site visits.
- It monitors progress on ongoing infrastructure repairs and improvements.
- It monitors water usage and water quality
- It drafts the annual Water System budget

# 2020 PERSON OF THE YEAR



## 2020 MLD PERSON OF THE YEAR: DON DUBRULE

Commissioner Mike Roberts presented Don Dubrule (left) with the 2020 Person of the Year award in appreciation for all of Don's years of work on the MLD Planning Board and Zoning Board of Adjustment. Mike Roberts noted Don has served as Planning Board chair as needed, and his thorough research and positive efforts helped direct the Board through many projects, including the work of the latest Master Plan revision and the recent zoning ordinance update.

*Thanks, Don, for all your work on behalf of Mountain Lakes!*



## Memories from 2020

